

1 **MINUTES FOR THE JOINT MEETING OF THE VILLAGE OF SISTER BAY BOARD OF**
2 **TRUSTEES & THE PARKS, PROPERTIES & STREETS COMMITTEE**
3 **FRIDAY, APRIL 25, 2014**
4 **WATERFRONT PARK – 2362 MILL ROAD**
5 **APPROVED VERSION**
6

7 The April 25, 2014 joint meeting of the Village of Sister Bay Board of Trustees and the Parks,
8 Properties and Streets Committee was called to order by Village President Dave Lienau at 2:02
9 PM.

10
11 **Present:** President Lienau and Trustees Pam Abshire, Scott Baker, John Clove, Pat Duffy, and
12 Nora Zacek.

13
14 **Excused:** Donna Scattergood
15

16 **Staff Members:** Village Administrator Zeke Jackson, Former Administrator Bob Kufrin,
17 Administrative Assistant Janal Suppanz, Village Clerk-Treasurer Christy Sully, Maintenance
18 Department employees Steve Mann, Jim Hirschmiller, and Joe Felhofer, and Utilities
19 Department employees Steve Jacobson, Mike Schell, and Patrick Johnson.
20

21 **Others:** Lainie Kufrin, Paige Funkhouser, Ron Kane and two other individuals.
22

23 **Comments and Correspondence:**

24 Lienau asked if anyone in the audience wished to address a non-agenda item. No one
25 responded.
26

27 **New Business Items:**

28 **Item No. 1. Groundbreaking Ceremony for Sister Bay's Performance Pavilion in Waterfront**
29 **Park:**

30 Lienau introduced the Village officials who were present, and also explained that the
31 performance pavilion is being constructed thanks to the generosity of the members of a family
32 who wish to remain anonymous. The pavilion is something which has been needed in the
33 Village for quite some time and will be a wonderful addition to Waterfront Park. It should be
34 completed and accessible by mid-July. Bob Kufrin, the former Administrator, and the current
35 Administrator, Zeke Jackson, then gave brief speeches. During their speeches Kufrin and
36 Jackson thanked the donors for their generosity, and praised former as well as present Village
37 Board members for having the foresight to approve the purchase of the Helm's property and
38 authorize the construction of the performance pavilion. They also thanked Denise Bhirdo for all
39 the time she spent on the Pavilion Project.
40

41 After the speeches had been made ground breaking ceremony photos were taken and a brief
42 recess was taken; at which time cake was served. The Board and Parks Committee members
43 reconvened at 2:21 P.M.
44

45 **Parks, Properties and Streets Committee Meeting:**

46 **Item No. 1. Discuss and consider a motion to recommend approval of Resolution No. 286 –**
47 **Outdoor Recreation Aids:**

48 At its March Meeting the Village Board authorized the completion of an updated version of the

1 Village's Comprehensive Outdoor Recreation Plan, and also engaged JJR to prepare an
2 application for a DNR Knowles-Nelson grant. Passage of a Resolution to seek grant funding
3 from the DNR and an Ordinance adopting the revised Comprehensive Outdoor Recreation Plan
4 are now required.

5
6 *A motion was made by Clove, seconded by Baker that the Parks, Properties and Streets*
7 *Committee recommends that Resolution No. 286, which authorizes the Village Administrator to*
8 *submit an application(s) and all required documentation to the DNR for Outdoor Recreation*
9 *Aids be approved as presented. Motion carried – All ayes.*

10
11 **Item No. 2. Discuss and consider a motion to recommend approval of Ordinance No. 227,**
12 **Adopting the 2014 Comprehensive Outdoor Recreation Plan for the Village of Sister Bay:**

13 *A motion was made by Baker, seconded by Clove that the Parks, Properties and Streets*
14 *Committee recommends that Ordinance No. 227, which adopts the 2014 Comprehensive*
15 *Outdoor Recreation Plan for the Village of Sister Bay be approved as presented. Motion carried*
16 *– All ayes.*

17
18 **Village Board Meeting:**

19 **Item No. 1. Discuss and consider a motion to adopt Resolution No. 286 – Outdoor Recreation**
20 **Aids:**

21 *A motion was made by Duffy, seconded by Zacek that Resolution No. 286, which authorizes*
22 *the Village Administrator to submit an application(s) and all required documentation to the*
23 *DNR for Outdoor Recreation Aids is approved as presented. Motion carried – All ayes.*

24
25 **Item No. 2. Discuss and consider a motion to adopt Ordinance No. 227, Adopting the 2014**
26 **Comprehensive Outdoor Recreation Plan for the Village of Sister Bay:**

27 *A motion was made by Baker, seconded by Clove that Ordinance No. 227, which adopts the*
28 *2014 Comprehensive Outdoor Recreation Plan for the Village of Sister Bay be approved as*
29 *presented. Motion carried – All ayes.*

30
31 **Item No. 3. Discuss and consider a motion to approve Contract Amendment No. 2 to the**
32 **Engineering Services Agreement with Donohue & Associates for additional work to be**
33 **performed on the Bayshore Drive Utilities Project in the amount of \$18,800:**

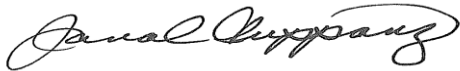
34 *Copies of documents related to contract amendments for the Bay Shore Drive Utility and*
35 *Roadway Improvements Project were included in the meeting packets, and the Board members*
36 *jointly reviewed those documents. (The documents have been labeled "Contract Amendment*
37 *No. 2 to the Engineering Services Agreement for the Bay Shore Drive Utility and Roadway*
38 *Improvements Project"). During the review process Jackson and Jacobson explained why the*
39 *contract amendments will be necessary.*

40
41 *A motion was made by Clove, seconded by Baker that the Village Board approves Contract*
42 *Amendment No. 2 to the Engineering Services Agreement with Donohue & Associates in the*
43 *amount of \$18,800 for additional work to be performed on the Bayshore Drive Utilities Project,*
44 *as presented. Motion carried – All ayes.*

1 **Adjournment:**

2 *A motion was made by Abshire, seconded by Zacek to adjourn the joint meeting of the Village*
3 *of Sister Bay Board of Trustees and the Parks, Properties and Streets Committee at 2:35 P.M.*
4 *Motion carried – All ayes.*

5
6 Respectfully submitted,

7 

8 Janal Suppanz,
9 Administrative Assistant